

Area Administrators/Program Directors
1/28-29/2009

Lincoln State Office Building
301 Centennial Mall South
6th Floor, VR Conference Room
Lincoln, Nebraska

Wednesday, January 28, 2009 – 10:00 am – 5:00 pm
Thursday, January 29, 2009 – 8:00 am – 3 pm

1. IT Update

Dan Dulaney

We have subscribed to Lynda.com, which offers software training. We can have 5 users at one time going through any of the training options. There are many training modules for lots of software that we can go through. Dan will develop a Tech Note that will have the login/password information in order to use this training opportunity.

Podcast video on our migration to the State's Enterprise email. All staff will be converted to the new email by March 15 beginning February 18 with the State Office.

Shared with us an electronic tracking system of IT projects that the Data Center will be working on and we can look at it any time to see where these projects are.

Working with CIO office to upgrade bandwidth for several offices but it has been put on hold by the CIO's office.

2. & 3. What determines a successful team? How do you create a successful team? Frank

How do you make decisions on replacement of staff?

Who is involved?

What core services should be part of a team's direct service delivery? (1) counseling/career planning; (2) IL needed for preparing for, getting and keeping a job; (3) vocational evaluation; (4) placement; (5) transition services

What goes into a successful team: letting the team create themselves, feeling comfortable looking for assistance outside of the team, feeling comfortable and trust team members, being able to make mistakes and feel other team members will understand that mistakes happen are not intentional.

All the core services must be available on the team and each team has to decide how those services are being handled.

4. Apogee Partnership

King

Apogee is a call center in Columbus and part of a large organization that originates in Minnesota. They also have thrift stores, Unique and Value thrift stores. They contract with organizations to solicit home furnishings, clothing. They pay them for what they collect and then sell it in their Unique and Value thrift stores. The center in Columbus will be the largest call center nationally.

They have hired 300 people so far in Columbus with a goal of hiring 600 people. Ideally their goal is to have all those people with individuals with disabilities. To date Columbus has placed 52 at the call center. Of those 52 six have lost their job. A number of those placed need SE or job coaching. There are limited resources for job coaching in Columbus. As a result we have developed a contract with Apogee where they will hire a full time job coach to work with consumers who experience a disability, exclusively working with VR consumers. Larry Niemeyer is our contact with Apogee.

5. Poverty Training Report

King

Decided that the committee will continue to research this training. Find out if other state agencies have participated in this training and how they were successful. When Frank, Margy and Mark come out for the management meetings in February they will talk with AA's and OD's further then. We will also discuss this at the March leadership meeting.

6. LR 156

Jack

Jack distributed the Nebraska Legislative Resolution 156 "Addressing the Waiting List for Person with Developmental Disabilities and Rate Methodology". This

7. Budget

frank

Appears that we are going to be able to make it through this FY, we may run out of case service money by Sept 1. We would then experience a delay for cost services. 1114 consumers in post secondary this last year, which was our largest cost category.

8. Economic Stimulus Package

Frank

Appears that the economic stimulus package will pass sometime in Feb. The Obama transition team sought out CSAVR and CSAVR shared with them some of the frustrations that VR has experienced with this administration, losing regional offices, no cost of living increase, and centralization of services.

Supported the cost of living increase that had been in the law – appears it will be put back in our appropriation (had been taken out with previous administration), it will be a 3.1 or 3.2 % increase. In the governor's budget we did not get any increase, no cuts either.

Stimulus Money may look like: 15 million federal dollars, 15% of 15 million would be 2.5 million, to stimulate jobs, time frame: 2 year period of time, will not require state match – 100% federal funds, no MOE penalty; not interested increasing our FTE count (which we probably couldn't get our personal services limit increased anyway), ideas like working with companies or hospitals where we help fund a position.

Group to look at opportunities, looking at employers, what types of skills will consumers need for jobs in those companies: Arvin, Mark, Jim, King, Jack, Joni

9. Geneva YRTC Project

Judy

The project has started; VR staff will be contacted once they are out of the YRTC. GI staff will do eligibility but not write the plan. Focusing on work related activities, JSS, and job retention so that

when they get back home they will ready for VR staff to develop the plan, the booklet will be started but really focusing on work readiness issues.

10. iChats from YRTC to local office

Jack

Each office has an YRTC liaison, that person will be the contact for the girl and GI's staff. They will do an iChat with the GI staff person, the girl and the office in the community they will be going home to. Dan has been working with Rich at Geneva to get the computer connections set up.

11. Employment committee update

Jim

A presenter at State Staff suggested that electronic newsletters are a good way to reach employers and the Employment Committee would like to pilot it in an office. They were given the go ahead to pilot in one office.

Agreed that text messaging is how many of our younger consumers communicate and that we can add text messaging to agency cell phones for staff that would like this option.

Revising the Employment Standards to say that the 90-day clock begins at the time the Job Search Strategy is completed.

The Committee would like additional information on successful outcomes by SOC and NAICS codes and it was decided to include those reports with the quarterly Standards and Indicators.

The Committee would like to develop a Retention Video to use with consumers, especially Transition students who come into the Employment Program. Frank and Margy will work with Kelli to see when this could be done.

12. Expense reimbursement

Cathy

Explained the difference between dept approved and employee convenience when using state cars versus personal cars. Dept approved means that an employee experiences a disability and can't use a state car. One of our staff works 2 days a week in Beatrice and then goes out to schools in the area and there are not lease or pool cars available in Beatrice so this would be dept approved and would receive the higher reimbursement rate. For staff working out of Lincoln if they choose to use own car, then it would be employee convenience and the therefore the lower reimbursement rate.

- employee convenience if you want to use personal car always get the lower rate
- lease car available and you choose to take your own car always at the lower rate
- if no lease car, but pool car available and you choose to take your own car always at the lower rate

13. Children's Mental Health

Jack

Previously sent email about what we are doing with children's mental health. We have someone now on each of the regional groups. They get together and during the spring meeting they would like VR staff to attend to share what we are doing. Each area has a contact that will be keeping Jack informed. We will put these names on VRIS.

14. TR IPE booklet

jack

The TR committee developed an IPE booklet to be used with TR students. TR Committee members will work with their teams to share how they should be used and when to use them. Had hoped to have them back by Feb 1, they are at the printers but don't think it will be back by then. Want to use this printing for staff to begin using with recommendations for changes that they find with a larger printing done this summer. Would like to see it used with seniors and any juniors that they are working with.

Consent form changes – changes in the first paragraph, no charges for services from VR staff, added able to receive electronic info from the school.

15. Goodwill Acquired Brain injury (ABI) fee for services

Keri, King

Keri has worked with Dr Ritter and Dr Palmer in Hastings and they have agreed to do the microcog and a brief assessment to determine TBI for \$254. Goodwill staff will administer the Valpar 6 and PMT as part of the TBI assessment.

The goal is that at the end of the first year Goodwill will be on a pay for services fee schedule. For the first year they will be operating under a grant, getting funding quarterly.

16. Process Program Directors will use to inform Office Directors/AA's of Work with New Staff

Margy

Program Directors will notify OD/AA's and staff person prior to meeting the purpose of the meeting. If it's for training the areas training will be provided will be given. PD's will review the new employees portfolio to answer any questions they may have. At the end of the meeting or training (each visit or series of set meetings) the PD will schedule time to meet with the OD/AA and staff person to go over their evaluation or recommendation. Can be in person or iChat. This will be followed up in writing with a final summary report given. OD/AA's will consult with the PD's at the time of hire to decide who is going to train on what. OD/AA's will consult with the PD at the time of the 6-month eval.

17. Emerging Leaders

Frank

Won't continue with emerging leaders program. It has become more devise than was intended. We have leaders on the teams evidenced through their special assignments. We will also be adding committee assignments or liaison roles on their profile on the VRIS staff directory.

18. 2007-2008 recommendations from team case reviews

Janet

- Clients who keep coming back – what do to?
- Unsuccessful closures the task entry should be more than sent 15 day letter, there should be more documentation than the letter was sent and no response.
- Our documentation guidelines need to be revised to include what information needs to be included for no shows, or repeaters or terminations

19. VR/Commission for the Blind Agreement on Serving Individuals

Don

Current agreement has caused confusion with both agencies on how services should be provided. If a consumer has multiple impairments, one of them visual, then the Commission will determine

eligibility, and if not eligible for the Commission's services they would refer to VR. Vicki, Don and Carlos from the Commission want to do training and will be calling the AA's to set this up.

20 . Post Secondary Training/Confrontation Training

Janet

After The NP review Kim had her team review the cases that were brought in for review, fill out the review sheets and then she summarized the results and the team talked about the results. It was very productive as they saw the issues with the cases and were able to discuss the comments, as no one knew who had said which comment. It was suggested that this format could be done with the addition of the PD coming and reviewing the same cases as the team did, and when the supervisor did the review with the team that the PD be there too. It will be talked about at the PD meeting next Monday.